

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Tenant's Name]
[Tenant's Address]
[City, State, Zip Code]

Dear [Tenant's Name],

RE: NOTICE OF EVICTION

This letter serves as formal notice of your eviction from the premises located at [Rental Property Address]. According to our records, you are currently in violation of the terms of your lease agreement dated [Lease Start Date], specifically [briefly describe the reason for eviction, e.g., non-payment of rent, lease violations, etc.].

As per the legal requirements, you are hereby given [number of days, e.g., 30 days] notice to vacate the premises by [vacate date]. Failure to vacate will result in legal action to recover possession of the property. Please ensure that you remove all personal belongings and return all keys to the property by the specified date. If you have any questions or wish to discuss this matter further, please feel free to contact me at [Your Phone Number/Email].

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Title, if applicable]